

Greater Lawrence Educational Collaborative
BOARD OF DIRECTORS MEETING
Wednesday, June 13, 2012 – 8:30 a.m. – 12:00 p.m.
480 Broadway
Methuen, MA 01844
A G E N D A

The matters listed below are those reasonably anticipated by the Chair that may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

1. Call to Order
- A. Introductions
2. Pledge of Allegiance
3. Attendance
4. Welcome and Public Participation
5. Approval of Minutes – April 11, 2012 and May 9, 2012
6. Board Information
- A. Sub-Committees Reports
 - (1) Finance
 - (2) Personnel
 - i. ED Contract
 - ii. Treasurer Interviews
 - (3) Facilities – no report
7. Interim Executive Director Report
- A. New Board of Directors Slate as of July 1, 2012
 - Subcommittees
 - Chairperson(s)
- B. Finance Procedures
 - (1) Proposed Dual Signature for Checks over \$5K
 - (2) Approval of Authorized Signators FY13
- C. Food Service Information – Seeking Proposals
- D. Salisbury Lease Proposal
- E. Knights of Columbus Proposed Amendment to Agreement
- 8.

Finance Report – Jane Linzi/Anne Booth

- A. Updates
 - a. Budget Review and Vote
 - b. Billing and Payment Schedule
 - c. Bank Statement
 - d. Aging Report
 - e. Cash Receipt Chart
 - f. Sample Template Budgets
- B. Steve DeGuglielmo, Auditors
 - a. Audit FY10 Report
- 9. Personnel
 - A. Hiring Recommendation FY13
 - B. Treasurer Position
 - a. Final Candidates Selection
 - C. Hiring Report
- 10. Program Information
 - A. SCALE Graduation
 - B. CAS/Essex/Coastal – Coastal Lease /Salisbury Update / Graduation
 - C. EPIC – Space Needs due to Changing Enrollment and Loss of Space
 - D. Support Services –TVI/O&M
 - E. MEP
 - a. Spring Leadership Day
 - b. End of Year Report
 - F. Professional Development
 - G. Technology – Subcommittee Report, Five-Year Plan, CELT Update
 - H. Visions – DDS Contract Renewal FY13
- 11. MOEC/DESE/State
- 12. Facilities
- 13. Executive Session
 - JP – Salary Consideration
 - MM – Mediation Session June 18, 2012
- 14. Other Business and Adjournment
- 15. Interim Director Statement and Board Recognition
- 16. Schedule FY13 – Board of Directors
 - Board of Trustees